

International Military Student Pre-Departure Briefing

By

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International military students selected to attend schools in the United States are required to receive a "pre-departure briefing" prior to departure. At the request of DSCA, DISAM set out last year to produce a CD-ROM that would fulfill this requirement for all countries sending students to the US.



DEFENSE SECURITY COOPERATION AGENCY

WASHINGTON, DC 20301-2800

1 2 JUN 2002

In reply refer to:
I-02/008529-P2

MEMORANDUM FOR TRAINING COMMUNITY

Subject: Pre-Departure Briefing CD-ROM for International Military Students – (DSCA 02-22)

The Defense Institute of Security Assistance Management (DISAM) has developed a CD-ROM designed for international military students to view in their home country prior to departing for training in the United States. It is designed to provide students with a basic introduction to their daily routine during their stay in the United States and an orientation on their responsibilities while attending training.

This CD-ROM standardizes the pre-departure information provided to international military students. It covers all topics required in paragraph 10-54 of the Joint Security Assistance Training (JSAT) Regulation. DSCA recognizes that over time most Security Assistance Organizations (SAOs) have developed their own pre-departure information briefing for departing students. This product is intended to supplement, or replace, such locally-developed information briefings. SAOs should incorporate the enclosed CD-ROM into their pre-departure procedures. At their discretion, SAOs can maintain, reduce, or eliminate their locally designed pre-departure briefings. Because the CD-ROM is available only in English, it will not replace those locally developed products in the host country's native language for students with poor English skills.

International Military Student Offices (IMSOs) should ensure that foreign military students were briefed using this CD-ROM prior to departing from their host nation. In the event that this has not happened, IMSOs should utilize this product in the orientation of incoming students.

SAOs are encouraged to reproduce and provide a copy of this CD-ROM to each departing student.

DISAM is responsible for ensuring currency of this product and publishing and distributing new versions as warranted. SAOs and other users should send comments / suggestions to DISAM-DI, Wright-Patterson AFB, OH 45433-7641.

DSCA point of contact for this action is Brion Midland, (703) 604-6610.

TOME H. WALTERS, JR.
LIEUTENANT GENERAL, USAF
DIRECTOR

ATTACHMENT

Background

The Joint Security Assistance Training Regulation (JSAT) states “SAOs will ensure that IMSs are thoroughly briefed before departing from their home country. When it is impossible to brief the IMS orally, the SAO will develop a written pre-departure briefing package for delivery to the IMS. Also, the IMS will be thoroughly briefed by the IMS upon arrival at each training installation. The importance of these briefings cannot be overemphasized. Much embarrassment can be prevented if they are intelligently and diligently carried out for every IMS.” (paragraph 10-5).

The minimum content of the briefing is spelled out in paragraph 10-54 of the JSAT. To date, implementation of this requirement has taken a variety of forms. Some countries, notably Malaysia and Singapore, have produced their own briefings on CD-ROM. Many countries have produced written briefing packages. Some countries give their students an oral briefing at the SAO prior to departure. The scope and content of these briefings are largely at the discretion of the SAO, ranging from minimal coverage of the topics listed in para 10-54, to elaborate presentations with extensive local country-specific supplementation. Unfortunately, there are still a number of countries sending students to the US that have not had a pre-departure briefing. This generally happens when selected students are stationed and depart to the US from locations far from their servicing SAOs.



ODC Singapore's Pre-Departure Briefing CD

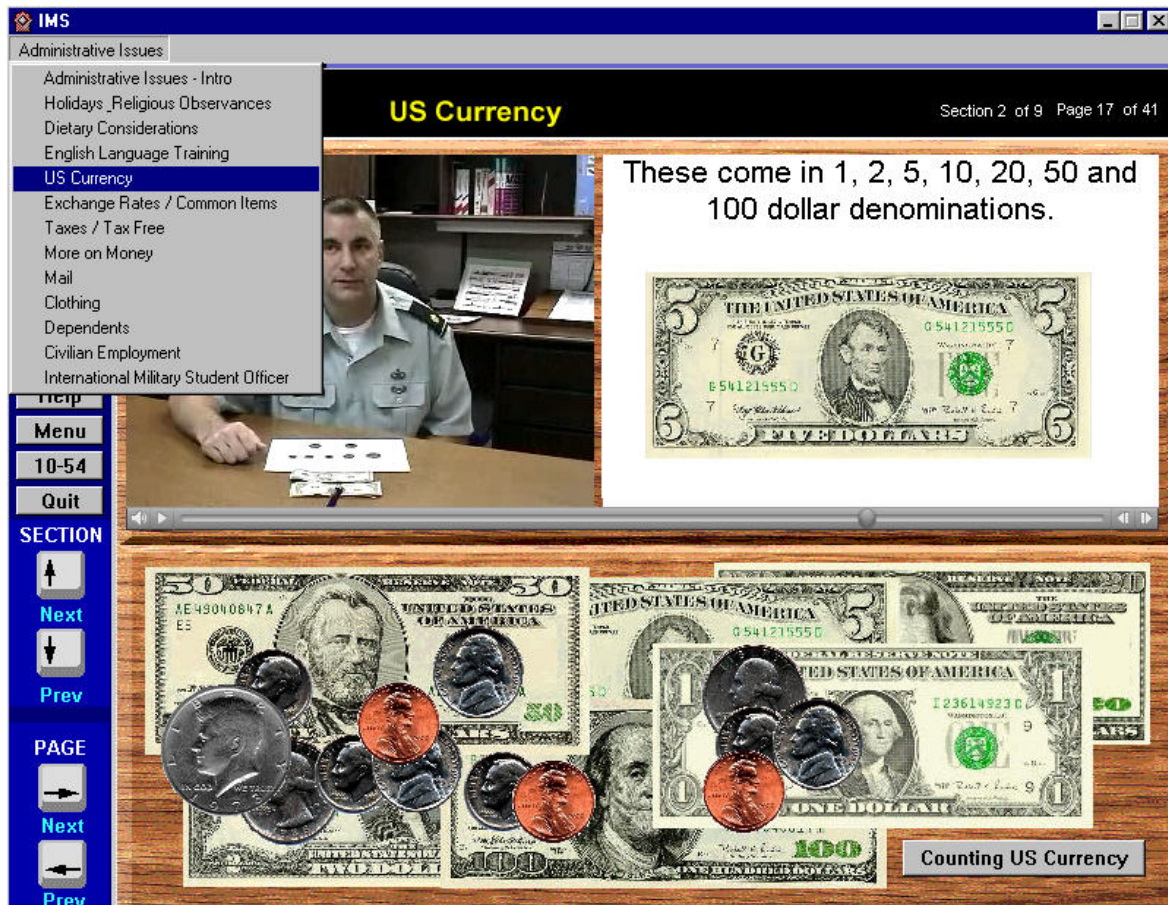
To remedy this problem, and to ensure that every IMS receives the same baseline pre-departure information, a standardized and easily distributable briefing needed to be developed.

A Generic Briefing

With the proliferation of multi-media capable PC's, and taking from the lead of security assistance training coordinators like Sean O'Hara from ODC Singapore, DSCA decided that a generic briefing could be produced on CD-ROM and made available to all SAO's and IMSO's dealing with international military students. In June 2002, Lt Gen Tome Walters signed a memorandum for the training community which directs SAO's to incorporate this CD into their standard pre-departure procedures. Given that every student bound for



the US will have different training agendas, varying degrees of exposure to US culture and our training system, the briefing is devoid of any country-specific information, adheres strictly to the topics required in paragraph 10-54 of the JSAT, and is presented in sub-titled English.



Topics are organized chronologically. The student starts with information good to know long before departure, such as English language requirements, US cultural information, US currency, medical coverage, driving, etc. Next, topics important closer to departure time are covered, such as baggage and airline tickets. The next section discusses issues relevant while in the US, like student-instructor relationships and the Informational Program. The last section covers actions required upon return home, such as filing vouchers and student de-briefing. The CD also includes block-by-block descriptions of both the IMET and FMS version of the computer generated Invitational Travel Order (ITO), as well as the paper-based DD Form 2285.

With the basic requirements covered, all SAOs and IMSOs are authorized and encouraged to provide local supplementation to the briefing, as well as local reproduction of the CD.

An Interactive Presentation

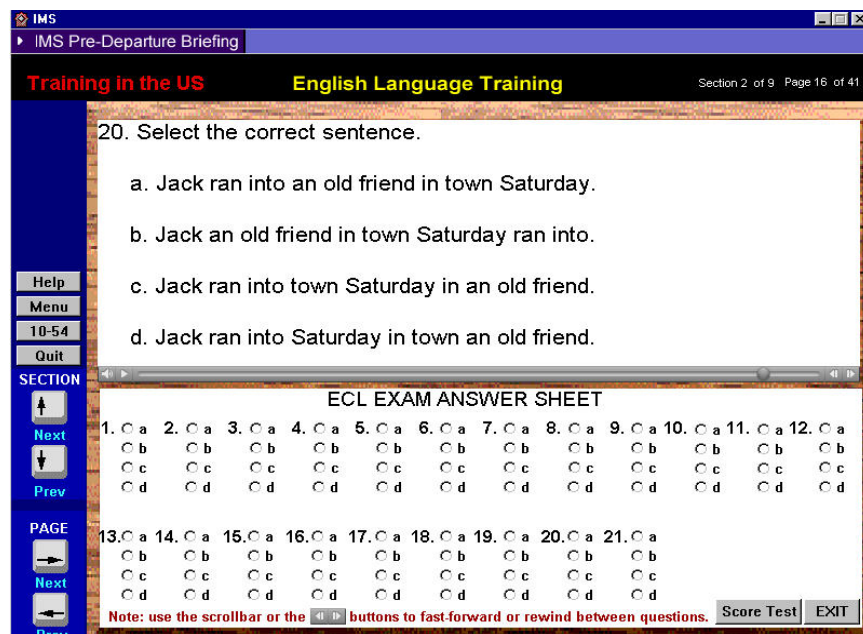
Presented by DISAM Assistant Professor Maj Robert Holzhauer, the briefing is essentially a menu driven collection of “QuickTime”® movies filmed in locations relevant to the topic at hand (in a bank, a post office, a military clothing store, etc), each with supporting graphics and sub-titled English narration.



Many of the movies are supplemented with interactions or links to web sites. Students can practice counting US currency, look up current exchange rates, learn more about US culture on the web or locate their destinations in the US on an interactive map.

There is a practice ECL test that students can take, and there are numerous side-bar articles and interactive charts, such as a US rank and insignia matrix and lists of US military terms, abbreviations and slang.

Given the nature of the tools and web links in the briefing, IMSO's will find the CD useful for students wanting to know more about the community where they're training, current exchange rates, medical information, and similar information.



IMS
IMS Pre-Departure Briefing

Training in the US English Language Training Section 2 of 9 Page 16 of 41

20. Select the correct sentence.

- a. Jack ran into an old friend in town Saturday.
- b. Jack an old friend in town Saturday ran into.
- c. Jack ran into town Saturday in an old friend.
- d. Jack ran into Saturday in town an old friend.

Help
Menu
10-54
Quit

SECTION
Next
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ECL EXAM ANSWER SHEET

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Note: use the scrollbar or the buttons to fast-forward or rewind between questions.

Score Test EXIT

Designed for the Future

The “QuickTime”® multimedia player format was chosen because it allows students to easily pause and replay any section of a movie they wish. Additionally, QuickTime allows for multiple audio and text tracks. Future versions of the briefing could include alternate languages for both audio and sub-titles with little modification to the existing product.

QuickTime movies are also scalable in both size and quality, such that future versions of the product might be re-purposed for 100% web delivery.

Hardware/Software Requirements and Installation

The Pre-Departure CD requires a Pentium II or compatible PC running at a 233 Mhz or greater, 32Mb RAM, an 8X or faster CD-ROM drive, color monitor capable of 800 x 600 resolution, "SoundBlaster" or compatible 16 bit sound, speakers, Windows 95/98/ME/2000/XP, Internet Explorer 4.0 or greater and QuickTime version 5 (included on the CD). Two installation options are available:

1. Run from the CD-ROM – 8.5 Mb hard drive space required for QuickTime; program runs entirely from the CD.
2. Install to Hard Drive -290 Mb required for QuickTime and program files; CD not required after installation.

Either option will automatically look for QuickTime software on the user's system and will attempt to install it if not present (note: some systems require system administrator privileges to install any software – your IT support personnel can help you if this is the case).

References:

1. JSAT -- Joint Security Assistance Training Regulation AR 12-15/SECNAVINST 4950.4A/AFI 16-105, 5 June 2000
2. Memo, Defense Security Cooperation Agency, "*Pre-Departure Briefing CD-ROM for International Military Students – (DSCA 02-22)*", 12 June 2002.

About the Author

Richard C. Rempes is an instructor and distance learning developer at the Defense Institute of Security Assistance Management and is the system administrator of the DISAM e-learning site. He is a former U.S. Army Ammunitions Logistics and Quality Assurance Specialist and taught at the US Army Defense Ammunition Center. He is currently pursuing a Masters in e-Education from the University of Phoenix and holds a Bachelor of Applied Arts from Central Michigan University. He can be contacted at (937) 255-3899, DSN 785-3899 or e-mail richard.rempes@disam.dsca.osd.mil.